

Trust Management Improvement Project

Computer and Business Systems Architecture

Data Architecture

November 29, 2000

United States Department of the Interior

Data Architecture

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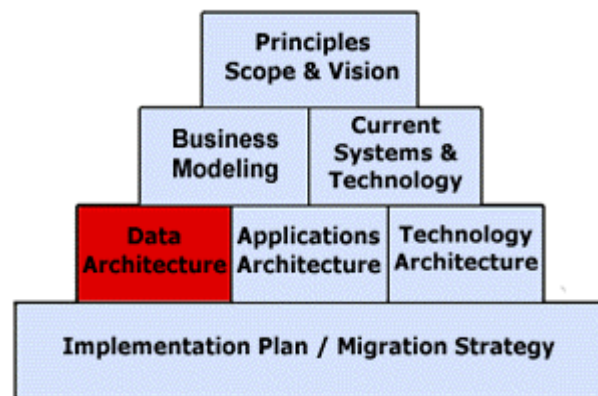
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Background

The U.S. Department of Interior issued the Computer and Business Systems Architecture Framework Plan in February 2000. The plan was developed as an integral part of the Indian Trust Management Improvement Project and follows the general framework, referred to as Enterprise Architecture Planning (EAP), developed by Dr. Steven Spewak. EAP builds on previous work published by John A. Zachman in the *IBM Systems Journal* in an article entitled “A Framework for Information Systems Architecture.” Dr. Spewak has taken a relatively complex subject and built a practical step-by-step methodology for information architecture planning. His approach is endorsed by the Government’s Chief Information Officers Council as published in the “*Federal Enterprise Architecture Framework, Version 1.1, September 1999.*”

The seven components or phases of Dr. Spewak’s EAP methodology are shown in the adjacent figure in the form of a layered wedding cake representing a specific focus at each layer. The top layer formulates the planning initiation and statement of principles for the project. The Department’s published *Computer and Business Systems Architecture Framework Plan* documents the project initiation phase and established milestones for completing all phases no later than August 15, 2001.

The second layer depicts the “as is” business and technology environments. “To be” data, application and technology architectures are the focus of the third layer. The bottom layer represents the implementation/migration strategy.



The Trust Management Workgroup is responsible for completing the seven phases outlined by the EAP methodology. Each Bureau/Office, responsible for trust management functions, is represented on the workgroup. To assist with documenting, organizing, analyzing and storing the various data sets and associated relationships for all phases of the methodology, the workgroup is using an EAP tool-set specifically developed for Dr. Spewak’s methodology.

Purpose of the Data Architecture

The *data architecture* identifies and defines the data objects that support the business activities of the Indian trust management community. “Data architecture is to data what a blueprint is to a constructed building. It is possible to build a tree house or tool shed without a blueprint, but to build a building or even remodel your kitchen without one would be foolish to attempt.”¹ We understand the need for a blueprint in the building of a physical building.

¹ English, Larry P. *Improving Data Warehouse and Business Information Quality Methods for Reducing Costs and Increasing Profits* (1999).

We are beginning to understand the essential need for data architecture in the maintenance of our business systems.

A data object is any person, concept, place, or event that has meaning in the context of the business about which data or information is stored. The data architecture is the first of the three architectures to be defined (see the layered wedding cake graphic in the Background section) because quality data is a primary product and key asset of the business community. One of the fundamental reasons Enterprise Architecture Planning was chosen as the framework for the Trust Management Architecture is its focus on data.

“The data architecture is more critical than the process architecture because most business processes exist to manage the assets, not the other way around. If you have a good understanding of the assets you are managing defined by the data architecture, the processes tend to take care of themselves. The fact that the data architecture is anchored around the key assets of the company provides stability to the architecture. For this reason, the data architecture is the foundation to the rest of the architecture.”²

Business activities and data objects are key cornerstones of any enterprise. The business model published September 29, 2000, captured and defined the Indian trust community's business activities. The data model's focus is on the data objects and their relationship to those business activities. Focusing on these basic elements within the Indian trust community first and subsequently developing associated application and technology architectures is a time proven concept that will generate several benefits. Applications can be developed that manage data for the entire community rather than the “stove-pipe approach” focusing on sub-components. Data redundancy and inconsistency can be kept to a minimum. System stability is improved by a focus on intrinsic data objects and business activities that are less prone to change over time than a specific business process. In a traditional “stove-pipe approach,” a simple business process improvement project may involve changing several databases and applications that can even further fragment the underlying architectures of the systems environment.

Data Architecture Development Process

On October 5, 2000, the Trust Management Architecture Workgroup met in Washington DC to endorse the following strategy for developing the data architecture: (1) list candidate data objects; (2) define the objects, their characteristics and relationship to each other; (3) relate the data objects to the business functions; and (4) distribute the data architecture. In that session, the workgroup also established an initial list of data object candidates by examining the business activities of the business model. Subsequently, team members from the participating bureaus/offices independently completed the definition of data objects as they relate to their respective organizations.

On October 24 through 26, 2000, the team met in Washington DC in a working session to review work completed to date and establish a common thread by reviewing and modifying each data object from a cross-cutting trust community perspective. After the meeting, individual team members focused on relating data objects to other data objects and to business functions documented in the business model. The team - in a workgroup session

² Cook, Melissa A., Building Enterprise Information Architectures (1996)

on November 14 through 16, 2000 in Denver, CO - once again examined all work completed to date from a crosscutting perspective to improve consistency within the data architecture.

This report and the data architecture database of the EAP tool-set, document and describe the initial data architecture that comprises the Indian trust management functions. After completing the conceptual application architecture no later than January 15, 2001, the team has scheduled yet another review session of the data architecture and business model in March of 2001. These reviews will represent a quality check to have consistency among the various architectures and models prior to completing the technology architecture phase.

Data Architecture Maintenance

The completed data architecture forms the foundation for subsequent steps of the architecture planning process. In particular, the model will be a major source of information for developing the application and technology architectures to be completed by January 15, 2001; and April 15, 2001 respectively. As the team completes these architectures, new perspectives may be gleaned from further analyses, reviews, and input from functional experts as they consider updates to the data architecture.

Returning to the analogy of the blueprint, this corresponds to the process that occurs as architectural drawings become blueprints and plumbing schematics – those original architectural drawings are sometimes modified as the issues of cost and use shape decisions impacting the final outcome. In the same way, the data architecture will be modified as additional information is gathered about the application (use) and technology (building materials, that is the practical cost) architectures. Even beyond the completion of the initial product, a good data architecture is a foundation for future databases and will serve the Trust Management business community for many years. Maintenance of that data architecture is a cost well worth the benefits derived.

Findings and Observations

The Trust Management Architecture Workgroup identified and defined 51 data objects. Appendices I and II contain data object reports generated from the EAP toolset. During the process of completing the Data Architecture, the Business Model was refined to represent a more accurate depiction of the business activities. This refinement will continue with the Data Architecture, as the Applications and Technology Architectures reveal additional detail.

One of the findings of the group is the necessity to update and maintain the data architecture in light of additional or changing information. Understanding data in the context of the business activities it represents and supports demonstrates a key benefit of the enterprise architecture process. Although the Data Architecture is the first of the three architectures to be documented, all three architectures (Data, Applications, Technology) comprise the representation of the Trust Management business. The data, as stated earlier, is foundational and is defined first. But the data architecture is modified as the Applications and Technology Architectures are created. Better understanding of the data is acquired in light of its business use (Applications) and technical building materials (Technology). Review sessions have been built into the work schedule (in January and March) to accommodate a review and modification of the Data Architecture.

The data architecture as published here provides sufficient detail for planning purposes, as with the blueprint analogy referred to earlier. Additional detail will be developed as bureau-specific architecture efforts and particular database design projects are undertaken. The benefit of the Trust Management data architecture being in place during these efforts is the overarching principles which can guide data design decisions throughout the trust management community. Currently, BLM, MMS and BIA are in various stages of developing bureau-specific architectures or of reengineering efforts. The benefit of the “blueprint” of the Trust Management Data Architecture is already apparent to those efforts as they make use of the data definitions and business relationships defined.

For example, examining data objects such as financial transaction, probate case file, or mineral production, it is apparent that these objects play a significant role in the major organizational components that comprise the trust management community. Understanding how these objects are related to other objects and the business activities within and among the various parts of the DOI, not only leads to all the benefits of a common data architecture, but also can significantly contribute to existing and future process reengineering projects.

Another finding of the workgroup is related to the quality of the data itself. In several cases, additional work remains to be done regarding common object identifiers and cross-bureau interfaces. Data quality is essential because processes can fail if data is inaccessible; or is not available on a timely basis; or is presented in an ambiguous way, so that misinterpretation results; or it requires excessive work to interpret it. The benefit of the participation on the workgroup of five Department of the Interior bureaus and offices is the opportunity to raise specific data questions and forward them to the appropriate group to consider action. These opportunities for improving data and processes will continue to be clarified during the definition phases for Applications and Technology. A primary component of the Planning Conclusions document, due in August of next year, will be the opportunities for improvement and recommendations identified in these phases. “Information quality is a journey, not a destination. The real reward is not in ‘finishing’ but in improving and achieving results. The plain truth is you will never finish.”³ Looking at data as a key Trust Management asset helps support the requirement to maintain the Data Architecture as a valuable resource for the Trust Management community.

³ English, Larry P. Improving Data Warehouse and Business Information Quality Methods for Reducing Costs and Increasing Profits (1999).

Appendix I

Object Detail Report

Agreement

Definition: Arrangement between two or more parties as to a course of action, including identifying the roles and responsibilities of each party.

Characteristics: Agreement Dates, Terms and Conditions, Status, Written Status, Compliance

Relationships:

Agreement	governs a	Financial Portfolio	(One to: Many)
Agreement	supercedes	Agreement	(One to: Many)
Agreement	is a part of	Agreement	(One to: Many)
Agreement	classified by	Agreement Type	(One to: Many)
Agreement	results in an	Appeal Document	(One to: Many)
Agreement	is agreed to by	Business entity	(One to: Many)
Agreement	participated in by	Business entity	(One to: Many)
Agreement	is a part of	Case File	(One to: Many)
Agreement	includes	Conveyance Document	(One to: Many)
Agreement	includes	Covenant Document	(One to: Many)
Agreement	is a kind of	Covenant Document	(One to: Many)
Agreement	is participated in by	Customer	(One to: Many)
Agreement	is a collection of	Agreement	(One to: Many)
Agreement	results in	Financial Account Transaction	(One to: Many)
Agreement	is a kind of	Trust Document	(One to: Many)
Agreement	is agreed to by	Government	(One to: Many)
Agreement	is approved by	Government	(One to: Many)
Agreement	participated in by	Indian Individual	(One to: Many)
Agreement	examined in	Investigation	(One to: Many)
Agreement	governs	Land Use Activity	(One to: Many)
Agreement	governed by	Mandate	(One to: Many)
Agreement	participated in by	Non-Indian Individual	(One to: Many)
Agreement	specifes	Product	(One to: Many)
Agreement	specifies	Service	(One to: Many)
Agreement	includes	Title Document	(One to: Many)
Agreement	participated in by	Tribe	(One to: Many)
Agreement	controls	Trust Asset	(One to: Many)
Agreement	includes	Encumbrance Document	(One to: Many)

Object Detail Report

Agreement Type

Definition: Indicates different categories of agreements (e.g., conveyance, encumbrance, mortgage, lease, etc.).

Characteristics: agreement type name, Standard Components and Rules

Relationships:

Agreement Type classifies Agreement (One to: Many)

Object Detail Report

Appeal Document

Definition: A formal request that a decision made within the Department be reviewed by an official with authority to change the decision.

Characteristics: Interested party, Record, Appellate Decision, Appeal Type, status

Relationships:

Appeal Document	questions	Description Document	(One to: Many)
Appeal Document	questions	Financial Document	(One to: Many)
Appeal Document	questions	Financial Account Transaction	(One to: Many)
Appeal Document	questions	Financial Account	(One to: Many)
Appeal Document	questions	Facility	(One to: Many)
Appeal Document	results in	Event Document	(One to: Many)
Appeal Document	results from	Event Document	(One to: Many)
Appeal Document	questions	Agreement	(One to: Many)
Appeal Document	questions	Encumbrance Document	(One to: Many)
Appeal Document	results in	Investigation	(One to: Many)
Appeal Document	contains	Description Document	(One to: Many)
Appeal Document	submitted by	Customer	(One to: Many)
Appeal Document	questions	Covenant Document	(One to: Many)
Appeal Document	questions	Conveyance Document	(One to: Many)
Appeal Document	includes	Comment	(One to: Many)
Appeal Document	involves	Business entity	(One to: Many)
Appeal Document	results from	Appeal Document	(One to: Many)
Appeal Document	questions	Event Document	(One to: Many)
Appeal Document	involves	Non-Indian Individual	(One to: Many)
Appeal Document	questions	Trust Document	(One to: Many)
Appeal Document	questions	Trust Asset	(One to: Many)
Appeal Document	involves	Tribe	(One to: Many)
Appeal Document	questions	Title Document	(One to: Many)
Appeal Document	questions	Service	(One to: Many)
Appeal Document	questions	Program	(One to: Many)
Appeal Document	questions	Product	(One to: Many)
Appeal Document	involves	Government	(One to: Many)
Appeal Document	issues	Order Document	(One to: Many)
Appeal Document	involves	Indian Individual	(One to: Many)
Appeal Document	questions	Natural Resource	(One to: Many)
Appeal Document	questions	Monetary Direction	(One to: Many)

Object Detail Report

Appeal Document	questions	Mineral Production	(One to: Many)
Appeal Document	questions	Mandate	(One to: Many)
Appeal Document	questions	Land Title	(One to: Many)
Appeal Document	questions	Land	(One to: Many)
Appeal Document	results from	Investigation	(One to: One)
Appeal Document	questions	Order Document	(One to: Many)

Business entity

Definition: Any organization or group engaged in commercial/financial enterprises

Characteristics: Interested Party

Relationships:

Business entity	involved in	Investigation	(One to: Many)
Business entity	party to	Agreement	(One to: Many)
Business entity	involved in	Appeal Document	(One to: Many)
Business entity	elicited for	Comment	(One to: Many)
Business entity	submits	Comment	(One to: Many)
Business entity	submits	Description Document	(One to: Many)
Business entity	owns	Financial Account	(One to: Many)
Business entity	party to an	Agreement	(One to: Many)
Business entity	owns	Geographic Area	(One to: Many)
Business entity	maintains a	Financial Account	(One to: One)
Business entity	party to	Land Use Authorization Document	(One to: Many)
Business entity	advises on	Monetary Direction	(One to: Many)
Business entity	involved in	Probate Case File	(One to: Many)
Business entity	delivers a	Product	(One to: Many)
Business entity	produces	Product	(One to: Many)
Business entity	performs a	Service	(One to: Many)
Business entity	party to	Title Document	(One to: Many)
Business entity	performs	Financial Account Transaction	(One to: Many)

Object Detail Report

Case File

Definition: The compilation of all documents (factual, description, order, legal, title, etc.) for an individual case.

Characteristics: Status, Case File Date, Case Dates, Case Identifier

Relationships:

Case File	describes	Land Use Activity	(One to: Many)
Case File	contains	Comment	(One to: Many)
Case File	acts on	Facility	(One to: Many)
Case File	acts on	Financial Account	(One to: Many)
Case File	generates	Financial Account Transaction	(One to: Many)
Case File	effects	Geographic Area	(One to: Many)
Case File	contains	Investigation	(One to: Many)
Case File	contains	Agreement	(One to: Many)
Case File	contains	Land Title	(One to: Many)
Case File	classified by	Case File Type	(One to: One)
Case File	contains	Mandate	(One to: Many)
Case File	contains	Monetary Direction	(One to: Many)
Case File	effects	Natural Resource	(One to: Many)
Case File	effects	Product	(One to: Many)
Case File	administered by	Program	(One to: Many)
Case File	effects	Trust Asset	(One to: Many)
Case File	contains	Trust Document	(One to: Many)
Case File	effects	Land	(One to: Many)

Case File Type

Definition: An indicator to designate the activity type, like Probate Case, Appellate Case, Survey Work, Audit or Investigation Effort

Characteristics: Type Names

Relationships:

Case File Type	classifies	Case File	(One to: One)
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Object Detail Report

Comment

Definition: Concerns, recommendations, issues, observations, etc. raised by an interested party regarding a plan or proposed actions.

Characteristics: Plan or Proposed Action, Object or Proposed Action commented on

Relationships:

Comment	made on	Trust Document	(One to: Many)
Comment	made upon	Notice Document	(One to: Many)
Comment	made upon	Land Use Authorization Document	(One to: Many)
Comment	created by an	Investigation	(One to: Many)
Comment	submitted by	Government	(One to: Many)
Comment	made on	Description Document	(One to: Many)
Comment	submitted by	Customer	(One to: Many)
Comment	elicited from	Customer	(One to: Many)
Comment	part of	Case File	(One to: Many)
Comment	submitted by	Business entity	(One to: Many)
Comment	elicited from	Business entity	(One to: Many)
Comment	reviewed in	Appeal Document	(One to: Many)

Conveyance Document

Definition: Transfer of all or part of title to land

Characteristics: Approval Date, Terms and Conditions, Status

Relationships:

Conveyance Document	kind of	Agreement	(One to: One)
Conveyance Document	affects rights in	Trust Asset	(One to: Many)
Conveyance Document	kind of	Title Document	(One to: Many)
Conveyance Document	results from	Probate Case File	(One to: Many)
Conveyance Document	conveys	Natural Resource	(One to: Many)
Conveyance Document	subject of	Appeal Document	(One to: Many)

Object Detail Report

Covenant Document

Definition: Promise (words that bind) by one party to another party to do or not to do a thing,

Characteristics: Covenant Type

Relationships

:	Covenant Document	affects	Trust Asset	(One to: Many)
	Covenant Document	kind of	Title Document	(One to: Many)
	Covenant Document	subject of	Appeal Document	(One to: Many)
	Covenant Document	kind of	Agreement	(One to: Many)
	Covenant Document	part of	Agreement	(One to: Many)

Customer

Definition: Individuals, corporations and groups which conduct business with the agency or are involved in actions of the agency. Sub-objects would include Tribe, Allottee, Lessee, Operator, Appellant, Contractor, Trustee

Characteristics:

Relationships:

Customer	recipient of	Notice Document	(One to: Many)
Customer	originates	Monetary Direction	(One to: Many)
Customer	part of	Land Use Authorization Document	(One to: Many)
Customer	involved in	Investigation	(One to: Many)
Customer	authorized user of	Facility	(One to: Many)
Customer	submits	Description Document	(One to: Many)
Customer	submits	Comment	(One to: Many)
Customer	elicited for	Comment	(One to: Many)
Customer	submits	Appeal Document	(One to: Many)
Customer	party to	Agreement	(One to: Many)

Object Detail Report

Description Document

Definition: Document that states the characteristics or parameters of a trust asset or named entity, including natural resource, social, economic, boundary and land tenure data.

Characteristics: Description Document Type, Description Document Type Name

Relationships:

Description Document	describes	Land	(One to: Many)
Description Document	part of	Appeal Document	(One to: Many)
Description Document	created by	Business entity	(One to: Many)
Description Document	receives	Comment	(One to: Many)
Description Document	submitted by	Customer	(One to: Many)
Description Document	affects	Enforcement Document	(One to: Many)
Description Document	affected by	Facility	(One to: Many)
Description Document	describes	Facility	(One to: Many)
Description Document	describes	Geographic Area	(One to: Many)
Description Document	created by	Government	(One to: Many)
Description Document	examined in	Appeal Document	(One to: Many)
Description Document	reviewed by	Investigation	(One to: Many)
Description Document	results from	Investigation	(One to: One)
Description Document	describes	Land Title	(One to: Many)
Description Document	affected by	Land Use Activity	(One to: Many)
Description Document	part of	Mandate	(One to: Many)
Description Document	describes	Natural Resource	(One to: Many)
Description Document	provides information for	Probate Case File	(One to: Many)
Description Document	affected by	Program	(One to: Many)
Description Document	part of	Program	(One to: Many)
Description Document	affects	Title Document	(One to: Many)
Description Document	kind of	Trust Document	(One to: Many)
Description Document	included in	Investigation	(One to: Many)

Object Detail Report

Encumbrance Document

Definition: Title document which restricts the performance of an agreement [grants the use of an ownership]

Characteristics: Encumbrance type, Approval date, Terms and conditions, Status

Relationships:

Encumbrance Document	kind of	Agreement	(One to: One)
Encumbrance Document	kind of	Title Document	(One to: Many)
Encumbrance Document	encumbers	Natural Resource	(One to: Many)
Encumbrance Document	subject of	Appeal Document	(One to: Many)

Enforcement Document

Definition: Resulting from a compliance and enforcement activities, directs the corrective actions, fines, and other consequences of a finding of non-compliance.

Characteristics: Enforcement Document Identifier, Enforcement Document Type

Relationships:

Enforcement Document	affected by	Description Document	(One to: Many)
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Event Document

Definition: Instrument created when a legal action occurs recording the occurrence of that action at a specific point in time; e.g. death certificate, bill for collection, deposit ticket, etc.

Characteristics: Event Document Type, Event Date

Relationships:

Event Document	results from	Appeal Document	(One to: One)
Event Document	kind of	Trust Document	(One to: Many)
Event Document	gives rise to	Probate Case File	(One to: Many)
Event Document	gives rise to	Appeal Document	(One to: Many)
Event Document	examined by	Appeal Document	(One to: Many)

Object Detail Report

Facility

Definition: Information on structures erected and maintained, including buildings, fences, culverts, wells, dams, etc.

Characteristics: Compliance, Facility value

Relationships:

Facility	constructed on	Trust Asset	(One to: Many)
Facility	processes	Product	(One to: Many)
Facility	part of	Mineral Production	(One to: Many)
Facility	impacted by	Land Use Authorization Document	(One to: Many)
Facility	utilized by	Land Use Activity	(One to: Many)
Facility	inspected by	Investigation	(One to: Many)
Facility	described by	Description Document	(One to: Many)
Facility	affects	Description Document	(One to: Many)
Facility	used by	Customer	(One to: Many)
Facility	acted on by	Case File	(One to: Many)
Facility	gives rise to	Appeal Document	(One to: Many)

Object Detail Report

Financial Account

Definition: A record of debit and credit entries to cover transactions involving a particular item or a particular person or concern and the resulting balance.

Characteristics: Threshold, Supervised, Hold, Balance, Deficiency, Reconciliation, Account Status, Financial account value, Compliance

Relationships:

Financial Account	part of	Investigation	(One to: Many)
Financial Account	maintained by	Business entity	(One to: Many)
Financial Account	owned by	Business entity	(One to: Many)
Financial Account	acted on by	Case File	(One to: Many)
Financial Account	consists of	Financial Account	(One to: Many)
Financial Account	records	Financial Account Transaction	(One to: Many)
Financial Account	classified by	Financial Account Type	(One to: Many)
Financial Account	subject of	Appeal Document	(One to: Many)
Financial Account	owned by	Indian Individual	(One to: Many)
Financial Account	accounts for funds arising from	Trust Asset	(One to: Many)
Financial Account	governed by	Mandate	(One to: Many)
Financial Account	disburses money according to	Monetary Direction	(One to: Many)
Financial Account	receives money directed by	Monetary Direction	(One to: Many)
Financial Account	owned by	Non-Indian Individual	(One to: Many)
Financial Account	affected by	Probate Case File	(One to: Many)
Financial Account	receives income generated by	Title Document	(One to: Many)
Financial Account	owned by	Tribe	(One to: Many)
Financial Account	relates to	Financial Document	(One to: Many)

Object Detail Report

Financial Account Transaction

Definition: Any event or condition recorded in a financial account.

Characteristics: Financial Account Transaction Name, Execution time, Compliance

Relationships:

Financial Account Transaction	results from	Agreement	(One to: One)
Financial Account Transaction	ordered by	Title Document	(One to: Many)
Financial Account Transaction	accounts for	Product	(One to: Many)
Financial Account Transaction	results from	Probate Case File	(One to: Many)
Financial Account Transaction	ordered by	Order Document	(One to: Many)
Financial Account Transaction	results from a	Mandate	(One to: Many)
Financial Account Transaction	generated by	Land Use Activity	(One to: Many)
Financial Account Transaction	generated by	Investigation	(One to: Many)
Financial Account Transaction	generated by	Financial Portfolio	(One to: Many)
Financial Account Transaction	creates a	Financial Document	(One to: Many)
Financial Account Transaction	classified by	Financial Account Transaction Type	(One to: Many)
Financial Account Transaction	recorded in	Financial Account	(One to: Many)
Financial Account Transaction	generated by	Case File	(One to: Many)
Financial Account Transaction	performed by	Business entity	(One to: Many)
Financial Account Transaction	results from	Appeal Document	(One to: Many)

Financial Account Transaction Type

Definition: The category of financial transactions.

Characteristics: Transaction Type Name

Relationships:

Financial Account Transaction Type	classifies	Financial Account Transaction	(One to: Many)
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Object Detail Report

Financial Account Type

Definition: Classification of financial accounts.

Characteristics: Financial Account Type Name, Account Type purpose

Relationships:

Financial Account Type	classifies	Financial Account	(One to: Many)
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Financial Document

Definition: Document that records any activity related to a financial account.

Characteristics: Financial Document type, Maturity Date, Purpose

Relationships:

Financial Document	kind of	Trust Document	(One to: Many)
Financial Document	kind of	Product	(One to: Many)
Financial Document	created by an	Investigation	(One to: Many)
Financial Document	created by a	Financial Account Transaction	(One to: Many)
Financial Document	related to a	Financial Account	(One to: Many)
Financial Document	examined in	Appeal Document	(One to: Many)

Financial Portfolio

Definition: A collection of investments, real and/or financial

Characteristics: Account, Investment Instrument

Relationships:

Financial Portfolio	governed by a	Mandate	(One to: Many)
Financial Portfolio	kind of	Financial Document	(One to: Many)
Financial Portfolio	causes the generation of	Financial Account Transaction	(One to: Many)
Financial Portfolio	governed by an	Agreement	(One to: Many)

Object Detail Report

Geographic Area

Definition: A two dimensional area representation of any objects that can be projected on the earth surface.

Characteristics: Area Name

Relationships:

Geographic Area	determined by	Program	(One to: One)
Geographic Area	managed by	Government	(One to: Many)
Geographic Area	described by	Description Document	(One to: Many)
Geographic Area	effected by	Case File	(One to: Many)
Geographic Area	owned by	Business entity	(One to: Many)

Government

Definition: an organization or agency through which a political unit exercises authority over a jurisdiction and performs governing functions e.g., state government, federal government, county, city

Characteristics: Government Type

Relationships:

Government	creates	Trust Document	(One to: Many)
Government	includes	Tribe	(One to: Many)
Government	approves	Title Document	(One to: Many)
Government	issues	Mandate	(One to: Many)
Government	approves	Land Use Authorization Document	(One to: Many)
Government	purchases securities from	Government Financial Market	(One to: Many)
Government	offers securities in	Government Financial Market	(One to: Many)
Government	manages	Geographic Area	(One to: Many)
Government	creates	Description Document	(One to: Many)
Government	submits	Comment	(One to: Many)
Government	involved in	Appeal Document	(One to: Many)
Government	approves	Agreement	(One to: Many)
Government	agrees to	Agreement	(One to: Many)

Object Detail Report

Government Financial Market

Definition: Vendors of government securities.

Characteristics: Government Security Types

Relationships:

Government Financial Market	vends securities to	Government	(One to: Many)
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Indian Individual

Definition: Any person who is an enrolled member of a federally recognized tribe

Characteristics: Tribal Membership, Lineal Descendant,

Relationships:

Indian Individual	member of	Tribe	(One to: One)
Indian Individual	owns	Trust Asset	(One to: Many)
Indian Individual	involved in	Probate Case File	(One to: Many)
Indian Individual	owns	Natural Resource	(One to: Many)
Indian Individual	involved in	Monetary Direction	(One to: Many)
Indian Individual	owns	Land	(One to: Many)
Indian Individual	involved in	Investigation	(One to: Many)
Indian Individual	lineal descendant of	Indian Individual	(One to: Many)
Indian Individual	owns	Financial Account	(One to: Many)
Indian Individual	involved in	Appeal Document	(One to: Many)
Indian Individual	party to	Agreement	(One to: Many)

Object Detail Report

Investigation

Definition: a systematic inquiry, a careful search or examination, evaluates value

Characteristics: status, Case file, case number, description, results, Status

Relationships:

Investigation	examines	Land Title	(One to: Many)
Investigation	results from	Appeal Document	(One to: Many)
Investigation	results in	Appeal Document	(One to: Many)
Investigation	involves	Business entity	(One to: Many)
Investigation	part of	Case File	(One to: Many)
Investigation	generates	Comment	(One to: Many)
Investigation	involves	Customer	(One to: Many)
Investigation	includes	Description Document	(One to: Many)
Investigation	results in	Description Document	(One to: Many)
Investigation	review	Description Document	(One to: Many)
Investigation	inspects	Facility	(One to: Many)
Investigation	audits	Financial Account	(One to: Many)
Investigation	generates	Financial Account Transaction	(One to: Many)
Investigation	creates a	Financial Document	(One to: Many)
Investigation	examines	Agreement	(One to: Many)
Investigation	involves	Non-Indian Individual	(One to: Many)
Investigation	involves a	Trust Asset	(One to: Many)
Investigation	involves	Tribe	(One to: Many)
Investigation	conducted for	Title Document	(One to: Many)
Investigation	provides	Service	(One to: Many)
Investigation	kind of	Program	(One to: Many)
Investigation	involves	Indian Individual	(One to: Many)
Investigation	evaluates	Product	(One to: Many)
Investigation	surveys	Land	(One to: Many)
Investigation	appraises	Natural Resource	(One to: Many)
Investigation	arises from	Monetary Direction	(One to: Many)
Investigation	based on a	Mandate	(One to: Many)
Investigation	conducted for	Land Use Authorization Document	(One to: Many)
Investigation	assesses	Land Use Activity	(One to: Many)
Investigation	classified by	Investigation Type	(One to: One)
Investigation	part of	Program	(One to: Many)

Object Detail Report

Investigation Type

Definition: Classes of investigations, as in cadastral, appraisals, audits (financial or production), etc.

Characteristics: Investigation Type Identifier

Relationships:

Investigation Type	classifies	Investigation	(One to: One)
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Land

Definition: Ground considered as property; real estate.

Characteristics: Trust Status, Plan, Land use, Land description, land description type, Estate Type, Land Condition, Land Value

Relationships:

Land	kind of	Trust Asset	(One to: Many)
Land	owned by	Tribe	(One to: Many)
Land	encumbered by	Title Document	(One to: Many)
Land	conveyed by	Title Document	(One to: Many)
Land	owned by	Non-Indian Individual	(One to: Many)
Land	contains	Natural Resource	(One to: Many)
Land	used in accordance with	Mandate	(One to: Many)
Land	modified by	Land Use Activity	(One to: Many)
Land	contains	Land Use Activity	(One to: Many)
Land	ownership is described by	Land Title	(One to: Many)
Land	surveyed in	Investigation	(One to: Many)
Land	owned by	Indian Individual	(One to: Many)
Land	described by	Description Document	(One to: Many)
Land	effected by	Case File	(One to: Many)
Land	subject of	Appeal Document	(One to: Many)

Object Detail Report

Land Title

Definition: Evidence of the right to possess or encumber interests in land; (report on the status of title as of a certain time & date, represented by the chain of title)

Characteristics: Land Title Status Map, Fractional Ownership Information

Relationships:

Land Title	shows legal rights in	Trust Asset	(One to:	Many)
Land Title	kind of	Title Document	(One to:	Many)
Land Title	reports on the effects of	Title Document	(One to:	Many)
Land Title	changed by	Probate Case File	(One to:	Many)
Land Title	states ownership and encumbrance of	Land	(One to:	Many)
Land Title	part of	Investigation	(One to:	Many)
Land Title	described by	Description Document	(One to:	Many)
Land Title	part of	Case File	(One to:	Many)
Land Title	examined in	Appeal Document	(One to:	Many)

Object Detail Report

Land Use Activity

Definition: Activities that result in the enjoyment of the land.

Characteristics: Start Date, End date, Status

Relationships:

Land Use Activity	consumes	Natural Resource	(One to: Many)
Land Use Activity	described in	Case File	(One to: Many)
Land Use Activity	affects	Description Document	(One to: Many)
Land Use Activity	utilizes	Facility	(One to: Many)
Land Use Activity	creates	Financial Account Transaction	(One to: Many)
Land Use Activity	assessed by	Investigation	(One to: Many)
Land Use Activity	modifies	Land	(One to: Many)
Land Use Activity	governed by	Agreement	(One to: Many)
Land Use Activity	governed by	Mandate	(One to: Many)
Land Use Activity	classified by	Land Use Activity Type	(One to: One)
Land Use Activity	produces	Product	(One to: Many)
Land Use Activity	governed by	Title Document	(One to: Many)
Land Use Activity	authorized by	Trust Document	(One to: Many)
Land Use Activity	described by	Trust Document	(One to: Many)
Land Use Activity	governed by	Trust Document	(One to: Many)
Land Use Activity	proposed by	Trust Document	(One to: Many)
Land Use Activity	occurs on	Land	(One to: Many)

Land Use Activity Type

Definition: Categories of land use activities, e.g., recreational, commercial, etc.

Characteristics: Activity Type Name

Relationships:

Land Use Activity Type	Classifies	Land Use Activity	(One to: One)
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Object Detail Report

Land Use Authorization Document

Definition: The instruments that allows use to occur such as leases, grazing permits, mining claims, deeds, conveyances, etc.

Characteristics: Land Use Authorization Document Identifier, Land Use Authorization Document Date

Relationships:

Land Use Authorization Document	submitted by	Customer	(One to: One)
Land Use Authorization Document	kind of	Trust Document	(One to: Many)
Land Use Authorization Document	generates	Notice Document	(One to: Many)
Land Use Authorization Document	controlled by	Mandate	(One to: Many)
Land Use Authorization Document	creates	Investigation	(One to: Many)
Land Use Authorization Document	approved by	Government	(One to: Many)
Land Use Authorization Document	impacts	Facility	(One to: Many)
Land Use Authorization Document	triggers	Comment	(One to: Many)
Land Use Authorization Document	submitted by	Business entity	(One to: Many)

Object Detail Report

Mandate

Definition: A legal requirement set out in a statute, judicial decision, regulation, final Departmental decision, Executive Order, or other Departmental directive that has the force and effect of law.

Characteristics: Mandate Type, Provisions, compliance

Relationships:

Mandate	controls use of	Land	(One to: Many)
Mandate	determines outcome of	Appeal Document	(One to: Many)
Mandate	part of	Case File	(One to: Many)
Mandate	controls	Description Document	(One to: Many)
Mandate	governs	Financial Account	(One to: Many)
Mandate	results in the creation of a	Financial Account Transaction	(One to: Many)
Mandate	governs a	Financial Portfolio	(One to: Many)
Mandate	controls	Agreement	(One to: Many)
Mandate	basis for	Investigation	(One to: Many)
Mandate	affects management of	Trust Asset	(One to: Many)
Mandate	governs	Land Use Activity	(One to: Many)
Mandate	controls	Land Use Authorization Document	(One to: Many)
Mandate	controls use of	Natural Resource	(One to: Many)
Mandate	determines outcome of	Probate Case File	(One to: Many)
Mandate	controls	Program	(One to: Many)
Mandate	controls	Title Document	(One to: Many)
Mandate	issued by	Government	(One to: Many)

Mineral Production

Definition: Information that relates to the production of solid and liquid minerals from Indian Leases

Characteristics: Type of product

Relationships:

Mineral Production	kind of	Trust Asset	(One to: Many)
Mineral Production	kind of	Product	(One to: Many)
Mineral Production	produced by	Facility	(One to: Many)
Mineral Production	subject of	Appeal Document	(One to: Many)

Object Detail Report

Monetary Direction

Definition: the order for distribution of monetary resources from one account to another.

Characteristics: Monetary Interest, Effective Date

Relationships:

Monetary Direction	involves	Tribe	(One to: Many)
Monetary Direction	kind of	Service	(One to: Many)
Monetary Direction	involves	Non-Indian Individual	(One to: Many)
Monetary Direction	subject of	Investigation	(One to: Many)
Monetary Direction	involves	Indian Individual	(One to: Many)
Monetary Direction	generates a	Financial Document	(One to: Many)
Monetary Direction	directs money to	Financial Account	(One to: Many)
Monetary Direction	directs money from	Financial Account	(One to: Many)
Monetary Direction	originates from a	Customer	(One to: Many)
Monetary Direction	part of	Case File	(One to: Many)
Monetary Direction	involves	Business entity	(One to: Many)
Monetary Direction	subject of	Appeal Document	(One to: Many)
Monetary Direction	kind of	Agreement	(One to: Many)

Object Detail Report

Natural Resource

Definition: An actual or potential form of wealth supplied by nature, as coal, oil, water, arable land, etc. such as timber, water, minerals, geothermal and wind.

Characteristics: Natural Resource Use, Plan, Natural Resource Value

Relationships:

Natural Resource	controlled by	Mandate	(One to: Many)
Natural Resource	effected by	Case File	(One to: Many)
Natural Resource	conveyed by	Conveyance Document	(One to: Many)
Natural Resource	described by	Description Document	(One to: Many)
Natural Resource	encumbered by	Encumbrance Document	(One to: Many)
Natural Resource	owned by	Indian Individual	(One to: Many)
Natural Resource	Appraised by	Investigation	(One to: Many)
Natural Resource	subject of	Appeal Document	(One to: Many)
Natural Resource	consumed by	Land Use Activity	(One to: Many)
Natural Resource	kind of	Trust Asset	(One to: Many)
Natural Resource	consists of	Natural Resource	(One to: Many)
Natural Resource	classified by	Natural Resource Type	(One to: Many)
Natural Resource	owned by	Non-Indian Individual	(One to: Many)
Natural Resource	kind of	Product	(One to: Many)
Natural Resource	conveyed by	Title Document	(One to: Many)
Natural Resource	encumbered by	Title Document	(One to: Many)
Natural Resource	owned by	Tribe	(One to: Many)
Natural Resource	contained within	Land	(One to: Many)

Natural Resource Type

Definition: categories of natural resources such as crops, timber, water, minerals, land

Characteristics: natural resource name, surface classification

Relationships:

Natural Resource Type	classifies	Natural Resource	(One to: Many)
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Object Detail Report

Non-Indian Individual

Definition: Any person who is not a member of a federally recognized tribe.

Characteristics: trust status, Tribal Membership

Relationships:

Non-Indian Individual	uses	Trust Asset	(One to: Many)
Non-Indian Individual	involved in	Probate Case File	(One to: Many)
Non-Indian Individual	own	Natural Resource	(One to: Many)
Non-Indian Individual	involved in	Monetary Direction	(One to: Many)
Non-Indian Individual	own	Land	(One to: Many)
Non-Indian Individual	involved in	Investigation	(One to: Many)
Non-Indian Individual	owns	Financial Account	(One to: Many)
Non-Indian Individual	involved in	Appeal Document	(One to: Many)
Non-Indian Individual	involved in	Agreement	(One to: Many)

Notice Document

Definition: Formal communications both to and from the government such as demand letters, notices of non-compliance and other legal documents.

Characteristics: Notice Document Name, Notice Document Type

Relationships:

Notice Document	kind of	Trust Document	(One to: One)
Notice Document	generated by	Land Use Authorization Document	(One to: One)
Notice Document	sent to	Customer	(One to: Many)
Notice Document	receives	Comment	(One to: Many)

Object Detail Report

Order Document

Definition: Directive to perform an action or task; e.g. court order, division order, order to pay per capita income, etc.

Characteristics: Order Document Type

Relationships:

Order Document	affects management of	Trust Asset	(One to: Many)
Order Document	orders	Title Document	(One to: Many)
Order Document	issued in	Probate Case File	(One to: Many)
Order Document	orders	Financial Account Transaction	(One to: Many)
Order Document	examined in	Appeal Document	(One to: Many)
Order Document	issued in	Appeal Document	(One to: Many)

Probate Case File

Definition: An accumulation of information used to make the formal determination of the new owner(s) of the trust assets which were owned by an Indian individual at the time of death.

Characteristics: Inventory of Trust Assets, Interested Party, Formal or Informal Hearing, Probate Decision, Probate Appeal, Probate Appellate Decision, Decedent, Estate, Last Will and Testament, Family History, Probate Case File Date

Relationships:

Probate Case File	determined by	Mandate	(One to: Many)
Probate Case File	results in	Conveyance Document	(One to: Many)
Probate Case File	involves	Description Document	(One to: Many)
Probate Case File	arises from	Event Document	(One to: Many)
Probate Case File	affects	Financial Account	(One to: Many)
Probate Case File	results in	Financial Account Transaction	(One to: Many)
Probate Case File	involves	Business entity	(One to: Many)
Probate Case File	changes	Land Title	(One to: Many)
Probate Case File	examines	Trust Document	(One to: Many)
Probate Case File	involves	Non-Indian Individual	(One to: Many)
Probate Case File	results in	Order Document	(One to: Many)
Probate Case File	affects	Probate Case File	(One to: Many)
Probate Case File	examines	Title Document	(One to: Many)
Probate Case File	involves	Tribe	(One to: Many)
Probate Case File	changes ownership of	Trust Asset	(One to: Many)
Probate Case File	involves	Indian Individual	(One to: Many)

Object Detail Report

Product

Definition: The result or consequence of a business activity or process, like extracted oil, mined coal, logged timber, harvested crops, etc.

Characteristics: Transport System, Product Ownership, Product Value, Product quantity, Product type, Product quality

Relationships:

Product	kind of	Trust Asset	(One to: Many)
Product	kind of	Natural Resource	(One to: Many)
Product	includes	Mineral Production	(One to: Many)
Product	produced by	Land Use Activity	(One to: Many)
Product	part of	Investigation	(One to: Many)
Product	accounted for by	Financial Account Transaction	(One to: Many)
Product	processed by	Facility	(One to: Many)
Product	effected by	Case File	(One to: Many)
Product	produced by	Business entity	(One to: Many)
Product	delivered by	Business entity	(One to: Many)
Product	subject of	Appeal Document	(One to: Many)
Product	subject of	Agreement	(One to: Many)

Program

Definition: Collection of business activities to accomplish a set of business objectives, including the creation of goals, objectives, long-term performance objectives, expected outcomes, effectiveness measures and how to achieve them.

Characteristics: Program Type, Plan, Program objectives, Program benefits

Relationships:

Program	contains	Investigation	(One to: One)
Program	administers	Trust Asset	(One to: Many)
Program	provides	Service	(One to: Many)
Program	contains	Program	(One to: Many)
Program	controlled by	Mandate	(One to: Many)
Program	includes	Investigation	(One to: Many)
Program	determines	Geographic Area	(One to: Many)
Program	creates	Description Document	(One to: Many)
Program	affects	Description Document	(One to: Many)
Program	administers	Case File	(One to: Many)
Program	examined in	Appeal Document	(One to: Many)

Object Detail Report

Service

Definition: work provided as the result of an activity.

Characteristics: Value

Relationships:

Service	provided by	Program	(One to: Many)
Service	provided by	Investigation	(One to: Many)
Service	performed by	Business entity	(One to: Many)
Service	subject of	Appeal Document	(One to: Many)
Service	specified by	Agreement	(One to: Many)

Object Detail Report

Title Document

Definition: Any document that effects the ownership or encumbrance to land or resource.

Characteristics: Decision information, Recording Information, Approval information, Compliance

Relationships:

Title Document	includes	Land Title	(One to: Many)
Title Document	examined in	Appeal Document	(One to: Many)
Title Document	contains	Business entity	(One to: Many)
Title Document	kind of	Conveyance Document	(One to: Many)
Title Document	kind of	Covenant Document	(One to: Many)
Title Document	affected by	Description Document	(One to: Many)
Title Document	kind of	Encumbrance Document	(One to: Many)
Title Document	generates income in	Financial Account	(One to: Many)
Title Document	orders	Financial Account Transaction	(One to: Many)
Title Document	causes	Investigation	(One to: Many)
Title Document	conveys	Land	(One to: Many)
Title Document	included in	Agreement	(One to: Many)
Title Document	effects	Land Title	(One to: Many)
Title Document	classified by	Title Document Type	(One to: One)
Title Document	governs	Land Use Activity	(One to: Many)
Title Document	controlled by	Mandate	(One to: Many)
Title Document	conveys	Natural Resource	(One to: Many)
Title Document	encumbers	Natural Resource	(One to: Many)
Title Document	ordered by	Order Document	(One to: Many)
Title Document	examined in	Probate Case File	(One to: Many)
Title Document	represented by	Title Document Image	(One to: Many)
Title Document	shows ownership of	Trust Asset	(One to: Many)
Title Document	shows right to	Trust Asset	(One to: Many)
Title Document	approved by	Government	(One to: One)
Title Document	encumbers	Land	(One to: Many)

Object Detail Report

Title Document Image

Definition: Certified, legal representation of the original written title document

Characteristics: certifiable, evidentiary rules

Relationships:

Title Document Image	represents	Title Document	(One to: Many)
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Title Document Type

Definition: Classifies the categories of title documents.

Characteristics: Type Name

Relationships:

Title Document Type	classifies	Title Document	(One to: One)
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Tribe

Definition: Federally recognized Indian organization.

Characteristics: Indian

Relationships:

Tribe	owns	Trust Asset	(One to: Many)
Tribe	involved in	Probate Case File	(One to: Many)
Tribe	owns	Natural Resource	(One to: Many)
Tribe	involved in	Monetary Direction	(One to: Many)
Tribe	owns	Land	(One to: Many)
Tribe	involved in	Investigation	(One to: Many)
Tribe	composed of	Indian Individual	(One to: Many)
Tribe	kind of	Government	(One to: Many)
Tribe	owns	Financial Account	(One to: Many)
Tribe	involved in	Appeal Document	(One to: Many)
Tribe	party to	Agreement	(One to: Many)

Object Detail Report

Trust Asset

Definition: Real, personal, or mixed property, or a fractional interest in such property, either held in trust by the United States for an Indian individual or Indian tribe or owned by an Indian individual or Indian tribe with a restriction against conveyance without the approval of the Secretary of the Interior.

Characteristics: Ownership, Ownership type

Relationships:

Trust Asset	controlled by	Mandate	(One to: Many)
Trust Asset	subject of	Appeal Document	(One to: Many)
Trust Asset	effected by	Case File	(One to: Many)
Trust Asset	subject to	Conveyance Document	(One to: Many)
Trust Asset	subject of	Covenant Document	(One to: Many)
Trust Asset	contains	Facility	(One to: Many)
Trust Asset	accounted for by	Financial Account	(One to: Many)
Trust Asset	owned by	Indian Individual	(One to: Many)
Trust Asset	subject of	Investigation	(One to: Many)
Trust Asset	subject to	Agreement	(One to: Many)
Trust Asset	legal rights are shown by	Land Title	(One to: Many)
Trust Asset	owned by	Tribe	(One to: Many)
Trust Asset	includes	Mineral Production	(One to: Many)
Trust Asset	includes	Natural Resource	(One to: Many)
Trust Asset	used by	Non-Indian Individual	(One to: Many)
Trust Asset	affected by	Order Document	(One to: Many)
Trust Asset	subject of	Probate Case File	(One to: Many)
Trust Asset	includes	Product	(One to: Many)
Trust Asset	administered through	Program	(One to: Many)
Trust Asset	ownership is shown by	Title Document	(One to: Many)
Trust Asset	use rights are shown in	Title Document	(One to: Many)
Trust Asset	includes	Land	(One to: Many)

Object Detail Report

Trust Document

Definition: Any published piece of written, visual or aural material. Document refers to the content, not to the physical manifestation on a piece of paper (copy) or in a word processing file. May be comprehensible to humans or machine. Electronic files or hard copy printouts are document copies.

Characteristics: Legal Custody, Trust Status, Document Type

Relationships:

Trust Document	describes	Land Use Activity	(One to: Many)
Trust Document	part of	Case File	(One to: Many)
Trust Document	receives	Comment	(One to: Many)
Trust Document	includes	Description Document	(One to: Many)
Trust Document	includes	Event Document	(One to: Many)
Trust Document	includes	Financial Document	(One to: Many)
Trust Document	examined in	Appeal Document	(One to: Many)
Trust Document	authorizes	Land Use Activity	(One to: Many)
Trust Document	classified by	Trust Document Type	(One to: One)
Trust Document	governs	Land Use Activity	(One to: Many)
Trust Document	proposes	Land Use Activity	(One to: Many)
Trust Document	includes	Land Use Authorization Document	(One to: Many)
Trust Document	examined in	Probate Case File	(One to: Many)
Trust Document	includes	Agreement	(One to: One)
Trust Document	includes	Notice Document	(One to: One)
Trust Document	created by	Government	(One to: Many)

Trust Document Type

Definition: categories of documents

Characteristics: Document Type Name

Relationships:

Trust Document Type	classifies	Trust Document	(One to: Many)
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Appendix II

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

AA Receive and Docket Case

For probate, review case data for completeness before accepting case for docketing. For all cases, prepare record showing receipt and pendency of case.

Appeal Document	R	
Business entity		U
Case File	R	
Description Document	R	
Event Document	R	
Indian Individual		U
Mandate	R	
Non-Indian Individual		U
Probate Case File	R	
Tribe		U

AB Schedule, Prepare For, and Conduct Hearing

Schedule a time and place for the formal or informal hearing and notify persons who have a right to attend the hearing of the time and place; review facts and law evident from the case information prior to hearing; conduct pre-hearing conference if needed, conduct formal or informal hearing, conduct post-hearing conference if needed. Update as new information is received during pendency of case.

Appeal Document	R	
Business entity	R	
Case File		U
Conveyance Document	R	
Covenant Document	R	
Description Document	R	
Encumbrance Document	R	
Event Document	R	
Financial Account	R	
Geographic Area	R	
Indian Individual	R	
Land Title	R	
Land Use Authorization Document	R	
Mandate	R	
Non-Indian Individual	R	
Notice Document	C	
Probate Case File		U

Business Activity - Business Object Cross Reference w/ Definitions

Business Business Object

Tribe	R
Trust Asset	R
Trust Document	R

AC Prepare and Issue Decision

Make and prepare a decision, including conducting any legal or factual research required.
Distribute decision to those persons entitled to receive information concerning the decision.

Appeal Document	R	
Business entity		U
Case File		U
Conveyance Document	C	
Covenant Document	C	
Description Document		U
Encumbrance Document	C	
Event Document	C	
Financial Account		R
Financial Account Transaction	C	
Indian Individual		U
Land Title		R
Land Use Authorization Document		U
Mandate	C	
Monetary Direction	C	
Non-Indian Individual	C	
Order Document	C	
Probate Case File		U
Title Document	C	
Tribe		U
Trust Asset		U
Trust Document	C	

AD Prepare Post-Decisional Orders and Responses

Respond to any post-decisional filings, including petitions for rehearing and reopening in probate cases.

Business entity	R	
Case File		U
Conveyance Document	C	
Description Document		U

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object			
	Event Document	C		
	Financial Account		R	
	Financial Account Transaction	C		
	Indian Individual	C		
	Land Title			U
	Land Use Authorization Document		R	
	Mandate	C		
	Non-Indian Individual		R	
	Order Document	C		
	Probate Case File			U
	Tribe		R	
	Trust Asset			U
	Trust Document	C		

BA Receive and Docket Appellate Case

Prepare information showing receipt and pendency of appellate case.

Appeal Document	C		
Case File		R	
Mandate		R	
Probate Case File		R	
Trust Document		R	

BB Prepare and Issue Appellate Decision

Update as new information is received during pendency of appellate case. Make and prepare an appellate decision, including conducting any legal or factual research required and making findings and conclusions. Distribute appellate decision to those persons entitled to receive information concerning the appellate decision.

Agreement		R	
Appeal Document		R	
Case File			U
Comment		R	
Conveyance Document	C		
Covenant Document	C		
Encumbrance Document	C		
Enforcement Document		R	
Event Document	C		
Facility		R	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Financial Account		R
	Financial Account Transaction	C	
	Financial Document		U
	Investigation		R
	Land Title		R
	Mandate	C	
	Mineral Production		R
	Monetary Direction	C	
	Order Document	C	
	Product		R
	Program		R
	Service		R
	Title Document	C	
	Trust Asset		R
	Trust Document		R

BC Prepare Post-Decisional Orders and Responses

Respond to any other post-decisional filings, including petitions for reconsideration.

Agreement		R	
Appeal Document		R	
Business entity		R	
Case File			U
Comment		R	
Conveyance Document		R	
Covenant Document		R	
Customer		R	
Description Document		R	
Encumbrance Document		R	
Enforcement Document		R	
Event Document	C		
Facility		R	
Financial Account		R	
Financial Account Transaction	C		
Financial Document			U
Government		R	
Indian Individual		R	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Investigation		R
	Land		R
	Land Title		R
	Mandate	C	
	Monetary Direction		R
	Natural Resource		R
	Non-Indian Individual		R
	Order Document	C	
	Product		R
	Program		R
	Service		R
	Tribe		R
	Trust Asset		R U
	Trust Document		R

CA Reclaim Abandoned Mine Lands

Manage and oversee the tribal management of abandoned mine land reclamation through a grant process. These grants are funded by a tax on each ton of coal extracted.

Appeal Document		R	
Case File			U
Encumbrance Document		R	
Enforcement Document	C		
Land			U
Land Use Activity			U
Land Use Authorization Document			U
Natural Resource			U

CB Control Coal Mining Operations

Administer regulatory program for controlling coal mine operations on Indian trust lands. This includes controlling the environmental effects of coal mine operations and reclamation.

Appeal Document		R	
Case File			U
Enforcement Document	C		
Land Use Activity			U
Land Use Authorization Document	C		

Business Activity - Business Object Cross Reference w/ Definitions

Business Business Object

DAA Evaluate Customer Request

Assess customer needs and determine appropriate action:
 Determine no action is necessary/possible
 Official Lands Survey/Resurvey
 Update cadastral information
 Provide information response (written/verbal)
 Distribute cadastral information

Agreement	R		
Appeal Document	R		
Business entity	R		
Case File			U
Comment	R		
Conveyance Document	R		
Customer	C		
Description Document			U
Encumbrance Document	R		
Facility	R		
Investigation	R		
Land	R		
Land Title	R		
Land Use Authorization Document	R		
Mandate	R		
Natural Resource	R		
Notice Document	C		
Program			U

DAB Conduct Surveys/Resurveys

Official action under 43 USC 2 & 25 USC 176 which creates, identifies & marks boundaries of government & trust lands. Creates & maintains official cadastral survey record.

Appeal Document	R		
Case File			U
Description Document	C		
Facility	C		
Investigation	C		
Land Title			U
Land Use Authorization Document			U
Mandate	R		

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object	
	Program	U
DAC	Provide information or recommendations for tribal and allotment land tenure issues	
	Collect, evaluate & analyze data and prepare reports/testimony/exhibits, etc. about land tenure issues.	
	Appeal Document	R
	Case File	U
	Comment	R
	Conveyance Document	R
	Covenant Document	R
	Customer	R
	Description Document	C
	Encumbrance Document	R
	Facility	R
	Investigation	R
	Land	R
	Land Use Authorization Document	R
	Mandate	R
	Natural Resource	R
	Notice Document	R
	Program	R
DAD	Update Cadastral Information	
	Using new boundary information and/or updated legal descriptions, modify cadastral spatial layer in Bureau records.	
	Case File	U
	Description Document	U
	Facility	R
	Investigation	R
	Land	R
	Land Title	R
	Land Use Authorization Document	R
	Mandate	R
	Natural Resource	R
	Program	R

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

DAE Distribute Cadastral Information

Provide notification of Bureau action and/or cadastral information to customer, other affected parties, and records repositories.

Case File		U
Customer	R	
Description Document	R	
Facility	R	
Investigation	R	
Land Use Authorization Document	R	
Mandate	R	
Natural Resource	R	
Notice Document	C	
Program		R
Service	C	

DBA Manage Trust Mineral Use Authorizations

The work includes all efforts that directly support the authorizing of operations under approved permits, leases, and use agreements. It includes the development of stipulations, terms, and conditions to support the issuing of permits, leases, etc. as well as NEPA-related activities. It also includes any data collection and analysis carried out for the express purpose of enabling use authorizations (i.e., beyond that associated with normally reoccurring

Agreement	C	
Appeal Document		R
Business entity	C	
Case File	C	
Comment		R
Conveyance Document		R
Covenant Document		R
Customer	C	
Description Document	C	
Encumbrance Document		U
Enforcement Document		R
Facility	C	
Geographic Area		R
Investigation	C	
Land Title		R
Land Use Activity	C	

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

Land Use Authorization Document	C	
Mandate		R
Natural Resource	C	
Notice Document	C	
Program		U

DBB

Conduct Trust Minerals Investigations

This work process includes the compilation, collection, synthesis, analysis, and interpretation of basic land ownership, boundary, natural resources, and economic information used to describe existing conditions, status, and trends affecting the Indian Trust Lands and resources, and to identify development opportunities. It is also includes the work necessary to manage the resulting data and information, and the coordination of short- and long-term condition/status information needs with Bureau specialists, and Federal and Tribal partners. It does not include work associated with preparing environmental assessments or n assessing progress toward specific management objectives.

Appeal Document		R	
Case File			U
Comment		R	
Conveyance Document		R	
Covenant Document		R	
Customer		R	
Description Document			U
Encumbrance Document		R	
Enforcement Document	C		
Facility	C		
Investigation	C		
Land Use Activity			U
Land Use Authorization Document		R	
Mandate		R	
Natural Resource			U
Product	C		
Program			U

DBC

Enforce Trust Legal Requirements

This work involves conducting activities to ensure the enforcement of all appropriate regulations and requirements for both authorized and unauthorized uses. This work includes information collection, organization, and interpretation to determine compliance/non-compliance. Enforcement actions are taken to gain compliance and may include administrative, civil, or criminal actions.

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Agreement		U
	Appeal Document	R	
	Case File		U
	Comment	R	
	Conveyance Document	R	
	Covenant Document	R	
	Customer	C	
	Description Document		U
	Encumbrance Document	R	
	Enforcement Document	C	
	Facility	C	
	Investigation	R	
	Land Use Activity		U
	Land Use Authorization Document		U
	Mandate	R	
	Natural Resource	R	
	Notice Document	C	
	Program		U

DBD Conduct Trust Appraisals

All work necessary to determine fair market value of mineral commodities that are to be leased, sold, exchanged or involved in trespass actions. Appraisal reports must meet the requirements of Uniform Standard of Professional Appraisal Practice (USPAP).

Agreement		U
Appeal Document	R	
Case File		U
Customer	R	
Description Document		U
Enforcement Document	R	
Facility	R	
Investigation		U
Land		U
Land Title	R	
Land Use Activity	R	
Land Use Authorization Document	R	
Mandate	R	
Natural Resource		U

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

Product	R	
Program		U
Service	C	

DBE

Conduct Trust Drainage and Diligence Reviews

All work necessary to determine whether Trust properties are being drained of oil and gas by offsetting wells. All work necessary to determine whether trust properties are fully developed at the time of the review. These are generally BLM initiated activities.

Appeal Document	R	
Case File		U
Customer	C	
Description Document	C	
Encumbrance Document		R
Enforcement Document	C	
Facility	C	
Investigation	C	
Land Title		R
Land Use Activity		U
Land Use Authorization Document		U
Mandate		R
Natural Resource	C	
Notice Document	C	
Product		R
Program		U

EAAA

Make Title Documents of Record

The reception of title documents (e.g., conveyances & encumbrances) which have been approved by designated federal officials, and making the final federal decision regarding whether or not the title documents are acceptable for recording as part of the record of title which provides constructive notice of the title documents existence. After acceptance, the title documents are encoded into the title system, imaged to store a certifiable true and accurate representation of the original title document.

Appeal Document	R	
Business entity	R	
Conveyance Document		U
Covenant Document		U
Description Document		U
Encumbrance Document		U

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Event Document		U
	Government	R	
	Indian Individual	R	
	Land	R	
	Land Title		U
	Mandate	R	
	Non-Indian Individual	R	
	Notice Document		U
	Order Document		U
	Service	C	
	Title Document	C	
	Tribe		R
EAAB	Archive Title Document Image		
	Image and archive all Federal Indian title documents, past and present, which includes the creation, certification, replication, and custodianship of all such title documents, reports, maps, etc., under the jurisdiction of the Land Titles and Records program.		
	Conveyance Document	R	
	Covenant Document	R	
	Description Document	R	
	Encumbrance Document	R	
	Mandate	R	
	Notice Document	R	
	Order Document	R	
	Title Document Image	C	
EAAC	Certify Image Copy of Archive Title Document		
	Upon receipt of a proper written request for a certified copy of a recorded title document, retrieve, reproduce, and transmit a certified image-copy of the Federal title document to the bona fide requestor for all legal and evidentiary uses.		
	Business entity	R	
	Case File		U
	Conveyance Document	R	
	Covenant Document	R	
	Description Document	R	
	Encumbrance Document	R	
	Government	R	

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

Indian Individual	R	
Mandate	R	
Non-Indian Individual	R	
Notice Document	R	
Order Document	R	
Probate Case File	R	
Service	C	
Title Document Image		U
Tribe	R	

EABA

Determine Land Title

All actions, decisions and processes required to determine and certify all rights and interests in federal Indian lands and resources, including the application of the appropriate body of law to the record of title to decide and certify all ownership and encumbrance rights and interests.

Appeal Document	R	
Business entity	R	
Case File		U
Conveyance Document	C	
Covenant Document	R	
Encumbrance Document	R	
Geographic Area	C	
Government	R	
Indian Individual	R	
Land	R	
Land Title	C	
Mandate	R	
Non-Indian Individual	R	
Order Document	R	
Probate Case File		U
Product	R	
Service	C	
Title Document	C	
Tribe	R	

EABB

Certify Land Title Status Map & Spatial Data

All actions, decisions and processes involved in the creation, maintenance, management and certification of Title Status Maps, and spatial data representations of title documents.

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Case File		U
	Description Document	C	
	Encumbrance Document		R
	Land Title		R
	Mandate		R
	Service	C	
EBAA	Create Land Resource Management Plan		
	Collect information about the land and resource. Create management plan. Analyze the alternatives available pursuant to the management plan, and in concert with the consensus of the land-resource owners, select a preferred alternative for the conservation, maintenance, or use-development of the land-resource.		
	Business entity		R
	Case File	C	
	Conveyance Document		R
	Covenant Document		R
	Description Document		R
	Encumbrance Document		R
	Government		R
	Indian Individual		R
	Land		R
	Land Title		R
	Land Use Authorization Document		R
	Mandate		R
	Natural Resource		R
	Non-Indian Individual		R
	Notice Document		R
	Order Document		R
	Program	C	
	Tribe		R
EBAB	Protect and Conserve Trust Lands and Resources		
	Conserve trust and restricted lands and resources by preventing any damage, loss, or waste of the trust land and resource through direct participation, intervention, or recovery activities.		
	Appeal Document		R
	Business entity		R
	Case File	C	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object			
	Conveyance Document	C		
	Covenant Document	C		
	Description Document		R	
	Encumbrance Document	C		
	Enforcement Document	C		
	Financial Document		R	
	Government		R	
	Indian Individual		R	
	Land			U
	Land Title		R	
	Mandate	C		
	Natural Resource			U
	Non-Indian Individual		R	
	Notice Document		R	
	Order Document	C		
	Tribe		R	
	Trust Asset			U

EBAC Maintain Trust and Restricted Lands and Resources

Maintain trust lands and resources by setting them aside from development and by not allowing any unreasonable deterioration of land-resource use, status or valuation, consistent with the stated desires of the trust land-resource owner(s).

Business entity		R		
Case File	C			
Conveyance Document	C			
Covenant Document	C			
Encumbrance Document	C			
Government		R		
Indian Individual		R		
Land				U
Land Title		R		
Mandate	C			
Natural Resource				U
Non-Indian Individual		R		
Order Document	C			
Tribe		R		

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

EBAD Develop Trust Lands and Resources

Develop trust land & resources, consistent with a trust land-resource development plan, for the benefit of the trust and restricted land and resource owner(s), including the production of trust income; and the validation of or request for establishment of a financial account by issuing leases and other activities enabling the development of the land and the production of income.

Appeal Document		R	
Business entity	C		
Case File	C		
Conveyance Document	C		
Covenant Document	C		
Encumbrance Document	C		
Enforcement Document	C		
Event Document	C		
Financial Account			U
Financial Account Transaction	C		
Financial Document	C		
Indian Individual		R	
Land			U
Land Title		R	
Mandate	C		
Natural Resource			U
Non-Indian Individual		R	
Notice Document	C		
Order Document	C		
Tribe		R	
Trust Asset			U

EBC Allocate Trust Income

All activities and decisions required to allocate trust income directly derived from the development (e.g., conveyance and/or encumbrance) of trust lands and/or resources to Indian individual and/or tribal accounts

Appeal Document		R	
Business entity		R	
Case File			U
Encumbrance Document		R	
Financial Account		R	
Financial Document	C		

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Indian Individual	C	
	Land Title		R
	Mandate		R
	Monetary Direction	C	
	Non-Indian Individual		R
	Order Document	C	
	Tribe	C	

FA Manage Lease and Agreement Information

All work necessary to receive, log-in, analyze and enter lease and agreement information.

Agreement		R
Business entity		R
Conveyance Document		R
Customer		R
Description Document		R
Encumbrance Document		R
Facility		R
Land		R
Land Title		R
Mandate		R
Mineral Production	C	
Product		R
Trust Document		R

FB Manage Payor Information

All work necessary to receive, login, analyze and enter payor information.

Agreement		R
Business entity	C	
Customer	C	
Description Document		R
Encumbrance Document		R
Facility		R
Land		R
Land Title		R
Notice Document		R
Product		R

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

GA Manage Royalty and Production Reports

All work necessary to receive, log-in, enter and process royalty and production information.

Business entity		R	
Comment		R	
Customer		R	
Description Document		R	
Encumbrance Document		R	
Facility		R	
Financial Account			U
Financial Account Transaction	C		
Financial Document		R	
Product			U

GB Resolve Reporting Errors

This work involves analyzing and resolving reporting errors and omissions contained in royalty and production reports submitted by payors and operators.

Agreement		R	
Appeal Document		R	
Business entity		R	
Comment		R	
Customer		R	
Encumbrance Document		R	
Enforcement Document	C		
Financial Account			U
Financial Account Transaction	C		
Financial Document	C		
Investigation	C		
Order Document	C		
Product			U
Trust Document			U

GC Distribute Production Data

This function includes all work necessary to prepare and distribute monthly production reports.

Business entity		R	
Customer		R	
Encumbrance Document		R	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Product		R
	Service	C	
HA Manage Royalty Collection			
All work necessary to receive control, verify, and deposit royalty collections into the Federal Reserve banking system.			
	Business entity		R
	Customer		R
	Description Document		R
	Financial Account		U
	Financial Account Transaction	C	
	Financial Document	C	
	Mandate		R
	Monetary Direction		U
	Product		R
HB Resolve Unidentified Collections			
All work necessary to resolve unidentified payments and apply funds to the proper royalty reports.			
	Business entity		R
	Comment		R
	Customer		R
	Encumbrance Document		R
	Financial Account		U
	Financial Account Transaction	C	
	Financial Document		R
	Investigation	C	
	Mandate		R
	Monetary Direction	C	
HC Distribute and Disburse Collections			
All work necessary to make daily notifications of collections to investment office. Perform monthly distribution (match collections to lease) and disbursement activity.			
	Description Document		R
	Encumbrance Document		R
	Event Document		R
	Financial Account		U

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

Financial Account Transaction	C	
Financial Document		R
Government		R
Land		R
Land Title		R
Monetary Direction	C	
Product		R

IA Review and Resolve Exception Processing Conditions

Resolve the various system exceptions, and production reporting discrepancies to assure compliance with financial terms of the Lease, applicable regulations.

Agreement		R	
Appeal Document		R	
Business entity		R	
Case File	C		
Comment		R	
Conveyance Document		R	
Description Document		R	
Encumbrance Document		R	
Financial Account			U
Financial Account Transaction	C		
Financial Document	C		
Investigation	C		
Mandate		R	
Monetary Direction	C		
Order Document	C		
Probate Case File		R	
Product			U
Program	C		

IB Indian Audit Compliance

Establish and implement an audit strategy that insures compliance with the lease and regulatory requirements for reporting and paying royalties on Indian Leases

Agreement		R	
Appeal Document		R	
Business entity		R	
Case File	C		

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Comment		R
	Conveyance Document		R
	Customer		R
	Description Document		R
	Encumbrance Document		R
	Event Document		R
	Facility		R
	Financial Account		U
	Financial Account Transaction	C	
	Indian Individual		R
	Investigation		R
	Non-Indian Individual		R
	Order Document	C	
	Probate Case File		R
	Product		R
	Program	C	
	Service	C	
	Tribe		

IC Administer Cooperative State And Tribal Audit Program Initiatives

The State and Indian Compliance Division administers cooperative and delegated audit processes conducted by states and Indian tribes under section 202 and 205 of the Federal Oil and Gas Royalty Management Act of 1982 and the Minerals Leasing Act of 1920, As

Appeal Document		R
Business entity		R
Case File		R
Comment		R
Customer		R
Description Document		R
Financial Account		U
Financial Document	C	
Government		R
Monetary Direction	C	
Order Document	C	

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

ID Encourage Lessee Compliance Through Enforcement Program

Coordinates all enforcement processes including debt collection, noncompliance, civil penalties, criminal referrals, and responses to appeals of RMP decisions and litigations. Encourages compliance with the requirements of mineral statutes, mineral leases, and regulations when reporting the first time.

Agreement		R	
Appeal Document		R	
Business entity		R	
Case File		R	
Comment		R	
Customer		R	
Description Document		R	
Enforcement Document		R	
Financial Account			U
Financial Account Transaction	C		
Financial Document	C		
Investigation			U
Monetary Direction	C		
Order Document	C		

IF Coordinate Indian Issues

Coordinate Indian issues and programs with MMS and other DOI Bureaus.

Agreement		R	
Business entity		R	
Case File	C		
Comment		R	
Customer		R	
Indian Individual		R	
Investigation	C		
Program	C		
Service	C		
Tribe		R	
Trust Document		R	

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

V Maintain custody and control of Trust Records

Implement national archive procedures.

Coordinate the overall approach for departmental trust records.

Direct the Indian Affairs records management program for the Trust Management community.

Agreement	C	
Business entity		R
Case File		R
Comment		R
Customer	C	
Enforcement Document	C	
Financial Account		R
Financial Document		R
Financial Portfolio		R
Government		R
Indian Individual		R
Investigation	C	
Mandate		U
Monetary Direction		R
Non-Indian Individual		R
Program		U
Title Document		R
Tribe		R
Trust Document		R

W Provide information from the trust records in custody

Identify, locate, and produce information from the trust records in custody.

Develop innovative approaches in electronic record keeping.

Conduct research and analysis in trust records

Produce trust documents in response to legal proceedings

Support OST litigation related activities

Administer trust record web site

Agreement		U
Business entity		R
Case File		R
Comment		R
Customer	C	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object	
	Financial Document	R
	Financial Portfolio	R
	Government	R
	Indian Individual	R
	Investigation	C
	Mandate	C
	Monetary Direction	R
	Non-Indian Individual	R
	Program	C
	Service	C
	Tribe	R
	Trust Document	R

XA Receipt Income

Receive financial transaction work tickets. Perform quality assurance review for proper authorization and required documentation.
Correct if necessary.
Certify and approve the financial transaction.

Business entity	R
Comment	C
Enforcement Document	C
Financial Account	R
Financial Account Transaction	R
Financial Document	C
Investigation	C
Mandate	R
Program	R

XB Post Receipt of Work Tickets

Receive work ticket package from Pre-Quality Assurance review.
Update accounts in the accounting system to receive income.

Financial Account	U
Financial Account Transaction	R
Financial Document	R
Mandate	R

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

XC Reconcile Cash Receipt Activity

Reconcile dollar amounts received through the Department of Treasury receipt transactions posted to the accounting system.

Business entity		R	
Financial Account			U
Financial Account Transaction	C		
Financial Document	C		
Investigation	C		
Mandate		R	

XD Review collections

Review collection so that deposit tickets may be prepared.
 Certify that collection is complete and accurate.

Business entity		R	
Comment	C		
Financial Account		R	
Financial Document		R	
Investigation	C		
Mandate		R	

XE Deposit collections

Summarize and record collections information for proper deposit to Treasury accounts in Federal Reserve Banks.
 Create deposit tickets.
 Deposit collections in Financial Account.

Agreement		R	
Business entity		R	
Financial Account			U
Financial Account Transaction	C		
Financial Document	C		
Mandate		R	

XF Cancel Check

Cancel lost or uncashed checks drawn on trust accounts.
 Send notification to Treasury.

Agreement		R	
Business entity		R	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Financial Account		U
	Financial Account Transaction	C	
	Financial Document	C	
	Investigation	C	
	Mandate		R
XG Create Financial Account			
	Create a new financial account for a trust customer.		
	Agreement	C	
	Business entity		U
	Customer	C	
	Financial Account	C	
	Financial Account Transaction	C	
	Financial Document	C	
	Investigation	C	
	Mandate		R
	Monetary Direction		R
	Service	C	
	Trust Document		R
YA Establish and implement investment policies and procedures			
	Plan, develop, and recommend policies and procedures governing the investment of trust fund accounts.		
	Agreement	C	
	Business entity		R
	Comment		R
	Customer		R
	Enforcement Document		R
	Financial Account		R
	Financial Document	C	
	Financial Portfolio		R
	Government Financial Market		R
	Indian Individual		R
	Investigation	C	
	Mandate	C	
	Non-Indian Individual		R
	Program		U

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Service	C	
	Tribe		R
	Trust Asset		R
YB Develop investment strategies			
	Develop an investment strategy for IIM pool and individual tribal accounts.		
	Agreement	C	
	Business entity		R
	Comment		R
	Customer		R
	Financial Account		R
	Financial Document	C	
	Financial Portfolio		U
	Government Financial Market	C	
	Indian Individual		R
	Investigation	C	
	Mandate	C	
	Non-Indian Individual		R
	Program	C	
	Service	C	
	Tribe		R
	Trust Asset		U
YC Provide technical investment advice			
	Coordinate and orient with tribal and federal personnel on investment options available for specific tribal & IIM Pool funds to reach an agreement on long-term investment goals and short-term liquidating requirements.		
	Answer questions regarding account balance, projected income, and investments.		
	Agreement	C	
	Business entity		R
	Comment		R
	Customer		R
	Financial Account		R
	Financial Document	C	
	Financial Portfolio	C	
	Government	C	
	Government Financial Market	C	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Investigation		R
	Mandate		R
	Service	C	
	Tribe		R
	Trust Asset		R
YD Invest funds			
	Monitor investment for tribal and individual Indians; purchase and sell federal fixed income securities for trust funds in accordance with tribal investment instructions.		
	Agreement		R
	Business entity		R
	Comment		R
	Financial Account		U
	Financial Account Transaction	C	
	Financial Portfolio	C	
	Government Financial Market		U
	Indian Individual		R
	Investigation		R
	Mandate		R
	Program		R
	Service	C	
	Tribe		R
	Trust Asset		U
YE Report investment status			
	Prepare report of investment performance for management review.		
	Agreement		R
	Business entity		R
	Comment		R
	Financial Account		R
	Financial Account Transaction		R
	Financial Document	C	
	Financial Portfolio		R
	Investigation	C	
	Mandate		R

Business Activity - Business Object Cross Reference w/ Definitions

Business

Business Object

ZA Receive Request for Disbursement

Receive one time or programmed authorization from IIM account holder.
 Receive Tribal request for draw down.
 Create a receipt of that request.

Agreement	C	
Appeal Document		R
Business entity		R
Case File		R
Comment	C	
Financial Document	C	
Indian Individual		R
Investigation		U
Mandate		R
Non-Indian Individual		R
Probate Case File		R
Tribe		R

ZB Review Tribal Application for Disbursement

Ensure request is in accordance with Resolution/Budget and that funds are available in Tribal account.
 Verify that funds can properly be drawn down in accordance with Tribal request.
 If the request is not correct, the Tribe is contacted for correction (financial document created)

Agreement		U
Appeal Document		R
Comment		R
Financial Account		R
Financial Account Transaction	C	
Financial Document	C	
Investigation	C	
Mandate		R
Monetary Direction	C	
Tribe		R

ZC Perform Quality Assurance on disbursement work tickets

Work tickets received are reviewed for proper authorization and required documentation and returned for correction if necessary.

Comment	C
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Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Enforcement Document	R	
	Financial Document		U
	Investigation	C	
	Mandate	R	
	Monetary Direction	R	
ZDA	Perform auto pay disbursements		
	Pay all accounts with balances at established thresholds (currently exceeding \$5 for oil and gas and \$15 for all others) excluding supervised and "on-hold" accounts. May issue other payments based on Region/Agency requirements.		
	Agreement	R	
	Business entity	R	
	Customer	R	
	Financial Account		U
	Financial Account Transaction	C	
	Financial Document	C	
	Indian Individual	R	
	Mandate	R	
	Monetary Direction	R	
	Non-Indian Individual	R	
	Service	C	
	Tribe	R	
ZDB	Disburse oil and gas income		
	Receive oil and gas income/royalty data at the lease level.		
	Coordinate run date with MMS for oil and gas payment (check/ACH) runs and provide approval to release checks.		
	Allocate income to individual account holders.		
	Agreement	R	
	Business entity	R	
	Comment		U
	Customer	R	
	Financial Account		U
	Financial Account Transaction	C	
	Financial Document	C	
	Indian Individual	R	
	Mandate	R	
	Monetary Direction	R	

Business Activity - Business Object Cross Reference w/ Definitions

Business	Business Object		
	Non-Indian Individual		R
	Service	C	
	Tribe		R
ZE Reconcile Cash Disbursement Activity			
Reconcile Disbursements paid through the Department of Treasury or Indian Special Services Disbursement Agent (ISSDA) to cash disbursements transactions posted to the accounting system.			
	Business entity		R
	Comment	C	
	Financial Account		U
	Financial Account Transaction	C	
	Financial Document	C	
	Investigation	C	
	Mandate		R